

MNIC ELA Campus
300 Industrial Blvd.
Minneapolis, Minnesota 55413

Approved Minutes

REGULAR MEETING OF THE BOARD OF EDUCATION

Tuesday, February 9, 2010

4:15 PM

Held at 1313 5th Ave SE, Minneapolis, MN (UTEC, room 310)

Membership:, Ali Egaale, Jama Farah, Omar Fiqi, Susan Knittel, Kathy Reamer, Nicole Harris, Tracy McFarland, Oliver White, Reggie Womack

Ex officio: Kevin Byrne, Chanda Baker (Smith)

Note: All votes were unanimous unless otherwise stated.

I. **CALL TO ORDER:** Chair expectations for the meetings and time limits.

Ms. Knittel called the meeting to order at 4:30 PM and gave instructions.

Members Present: Nicole Harris, Susan Knittel, Ali Egaale, Kathy Reamer; Oliver White, Tracy McFarland, Reggie Womack; Absent: Jama Farah, Omar Fiqi,

Others Present: Kevin Byrne, Krissy Wright, Amy Libman, Stephen Bosacker (Designs for Learning)

Items distributed at the meeting include: Agenda, approved board minutes from December 17, 2009, unapproved board minutes from January 12, 2010, MNIC Cash Flow statement for June – December 2009 and projections for January – October 2010, MNIC Strategic Goals for 2009-2012

II. **APPROVAL OF THE AGENDA**

Mr. Womack moved to approve the agenda. Ms. Reamer seconded. Passed.

III. **REVIEW BOARD MINUTES FROM 1-12-10**

Corrected name of one attendee.

In the motion for a “matching grant” this is changed to a “matching donation”.

Mr. White moved to accept the minutes of January 12, 2010 as amended. Mr. Womack seconded. Passed.

IV. **BOARD COMMITTEES**

Ms. Knittel reported and passed out Strategic Goals for board members to review and evaluate in view of MNIC’s current setting.

V. **FINANCE AND BUDGET**

A. **Finance and Budget Report (Kathy Reamer)**

Ms. Reamer reported on finances, handed out the Cash Flow Statement to the Board. MNIC has not received lease aid due to an incomplete report on the Unity Facility. This has delayed income. MNIC received a letter from MDE announcing maximum lease aid planned for MNIC income. Supplemental financing will be needed sooner if lease aid is

not paid before the end of February. Susan Airhart submitted a financing request to CSC in preparation for this need.

Mr. Womack moved to accept the finance and budget report. Ms. Harris seconded. Passed.

B. CSC Update (Kevin Byrne)

MNIC has pursued a 3 year plan option for financing from Charter School Capital, Inc. MNIC still has option for a line of credit from its bank. Should MNIC choose CSC then the Bank will not loan money to MNIC. In view of the uncertainties with the State, legislature and financing through banks, it is valuable to preserve both options.

C. East building update (Kevin Byrne)

The East High program enrollment is not showing that it is sustainable, due in part to its location. This trend challenges MNIC's financial position. Mr. Byrne met with the owner of 300 Industrial Blvd. to discuss this challenge. MNIC is seeking schools who will sublease the space in whole or part. The building owner is in full support of this action. Some schools are interested to explore this sublease option. MNIC's Circles program is doing well for enrollment.

D. Fire And Safety Equipment

Ms. Reamer reported on progress to fix the Unity facility alarm system. The owner took action to repair the system after 3 bids were presented. Sometime next week the whole will be resolved and inspected. Mr. Bosacker advised the Board to discuss needs with the owner to determine a sustainable solution to keep the facility whole and functional.

Mr. White moved that the Fire and Safety upgrade be approved and paid by the landlord at a cost of approximate \$10,300. Mr. Womack seconded. Passed.

VI. RECRUITMENT (REGGIE WOMACK AND NICOLE HARRIS)

Mr. Womack reported. Since January 12, about 31 new students were enrolled. Outreach is at Century Plaza and downtown Minneapolis. A recruitment calendar and map have been developed, to track progress. The team set a goal to recruit 100 students by April 1. These new students went to Sabathani, Unity and UTEC. A few went to East High. Inquiries on the MNIC phone line are being diligently tracked and followed up by MNIC staff. Retention seems to be good among these students.

VII. EXECUTIVE DIRECTORS REPORT (KEVIN BYRNE)

A. Enrollment Update (Suzanne Natala)

No update.

B. State of MNIC (Kevin Byrne)

East High staff have set a goal to improve the pace of recruitment. Jon Gross will work part time at East High to work with math teachers and ensure continuation of the School Improvement Grant. Specific documentation will be presented at the next Board meeting for approval.

VIII. BOARD ADMINISTRATION CHANGES (SUSAN KNITTEL)

Covered in next item.

IX. BOARD SEAT CLARIFICATIONS (SUSAN KNITTEL)

The Board needs to clarify its definition of the "At-Large" Board seat positions, due to the new statues on Board membership. Ms. Knittel will start this study.

X. STRATEGIC PLANNING

Ms. Knittel asked the Board to study the approved MNIC Strategic Goals and see if MNIC has made progress on these goals. Ms. Knittel will call the Strategic Planning Committee to action to resume study the goals and what MNIC can do about them.

XI. OTHER BUSINESS

A. Graduation Plans

Mr. White anticipates the Keynote Speaker will be selected and confirmed for graduation by the next Board meeting. Mr. White is asking many prominent people. Washburn High School is still available for graduation, date to be set.

B. Financing Action

Mr. Byrne reported that Charter School Capital, Inc. (CSC) requires a "sweep account" be set up at MNIC's bank to allow proper fund transfers from MDE through MNIC to CSC

Mr. White moved to authorize the creation of a sweep account for Charter School Capital, Inc. for authorized fund transfers. Ms. Harris seconded. Passed.

XII. ADJOURNMENT

The next meeting will be March 16, 2010, 4:15 PM at Unity.

Ms. Reamer moved to adjourn the meeting. Mr. McFarland seconded. Passed.

The Meeting adjourned at 5:17 PM

Submitted by Stephen Bosacker, Designs for Learning